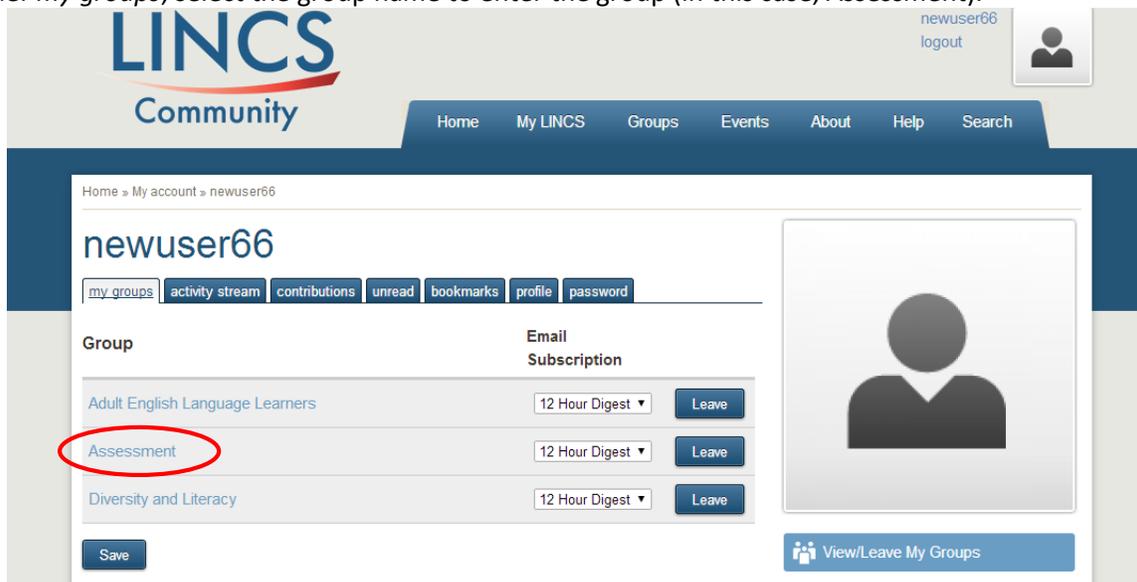


How do I create a new discussion or comment on an existing discussion?

Members are strongly encouraged to create new discussion (page 1) or comment on an existing discussion (page 3) in the LINCS Community. You must be a member of a group in order to create or comment on a discussion.

Creating a new discussion

- Log in to the Community.
- Select *My LINCS*.
- Under *my groups*, select the group name to enter the group (in this case, Assessment).



- In the *Groups* section you may choose additional groups that you want to cross-post your discussion to. This list of groups only includes the groups you have joined. It is recommended that if you are cross-posting a new discussion thread that you insert the following statement at the top of the body of the text: *This discussion is being cross-posted in the following groups: [list the groups]*.
- You may tag the discussion with multiple keywords. Add a comma between tags.
- When finished, select *Preview* to see your new discussion before it is posted to the group. If you do not want to make any changes, select *Post* at the bottom of the page.

Groups

Adult English Language Learners

Assessment

Diversity and Literacy

Associate this content with **public** groups you belong to.

Tags

Add a comma between tags.

Once a member comments to your discussion thread, you will no longer be able to edit your post. Please contact communitysupport@lincs.ed.gov if you wish to make changes to your post when this occurs.

Commenting on an existing discussion

- When viewing an existing discussion, select *Add new comment* just below the discussion on the screen.

LINCS Community

newuser66
logout

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Creating a new discussion

Submitted by **newuser66** on February 25, 2014 - 1:20pm
3 Views 0 Likes

Groups:
Assessment

Demonstrating how to create a new discussion.

Share this post:

- The first section of your comment will automatically serve as the title of your comment. You have the option to change the title.
- When finished, select *Preview* to review your comment before it is posted to the group. If you do not want to make any changes, select *Post* at the bottom of the page.

The screenshot shows a web form for posting a comment. At the top, it displays 'Your name' as 'newuser66'. Below this is a 'Subject' field. The main section is titled 'Comment' and contains a rich text editor with a toolbar featuring icons for source code, undo, redo, bold, italic, underline, strikethrough, text color, background color, bulleted list, numbered list, link, unlink, and help. Below the editor is a 'Text format' dropdown menu set to 'Filtered HTML', with a link to 'More information about text formats'. A list of notes explains that web page and email addresses are auto-linked, HTML tags are standardized, and lines/paragraphs break automatically. At the bottom are 'Post' and 'Preview' buttons.

Once a member comments to your comment, you will no longer be able to edit your post. Please contact communitysupport@lincs.ed.gov if you wish to make changes to your post when this occurs.